

**Personnel Committee
Monday, July 21, 2014
Conference Room B, Beck Municipal Building**

Minutes

Members Present: Toni Moran (Chair), Alex Marcellino, Elizabeth Wassmundt

Other Council Members Present: Betsy Paterson, Paul Shapiro

Others Present: Maria Capriola

The meeting was called to order at 4:00pm.

1. PUBLIC COMMENT

None.

2. MINUTES

The minutes of June 16, 2014 were moved by Marcellino and seconded by Wassmundt. Wassmundt made the motion seconded by Marcellino to amend the minutes. The minutes were unanimously approved as amended.

3. STATUS UPDATE – TOWN MANAGER PERFORMANCE REVIEW

Moran provided a brief update on the status/timeline for the Town Manager's 2013-2014 performance review.

4. DRAFT USE OF TOWN ATTORNEY POLICY

Staff reviewed a draft "Use of Town Attorney" Policy. Discussion occurred regarding the policy. Based on discussion, staff will prepare draft revisions to Sections 3a and 3c of the policy. The Personnel Committee will review the draft at their August 18th meeting, tentatively submitting the policy to the Council on August 25th.

The meeting adjourned at 4:50pm.

Respectfully submitted,
Maria E. Capriola
Assistant Town Manager, Town of Mansfield